



284th BSB INFORMATION MANAGEMENT WORK ORDER

This Work Order request will be used by 284th Base Support Battalion personnel to request support from the IM Section, including: new email and network accounts, hardware and software maintenance requests, and other IT related assistance. POC for this form is 284th BSB IMO, DSN 343-7704. **FAX Form to DSN 343-6691**

DATE: _____

NAME OF REQUESTOR: _____

PHONE NUMBER: _____

BUILDING AND ROOM #: _____

OFFICE/ACTIVITY (e.g. DOL, DPW): _____

☐ Check here if requesting new email or domain login account
(must also fill-out “Computer-User Agreement” form, “Account Creation Info Sheet”, and include a “USAREUR IATP Test Certificate”).
Users must have a computer user test certificate and an AKO account before processing.

DESCRIPTION OF ASSISTANCE REQUESTED: _____

FOR IM SECTION ONLY

WORK ORDER #: _____

SPECIALIST ASSIGNED: _____ **DATE ASSIGNED:** _____

WORK PERFORMED/SOLUTION: _____

